

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE  
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

APRIL 17, 2012

CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on April 17, 2012 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Present – Directors Freeman, Lieberman, Mirbegian and Herndon.  
Also present: Tami Ipsen, Administrative Assistant/Secretary to the Board and Tasha Klewe, Accountant/Controller.  
Absent - Director Graham.

APPROVAL OF AGENDA:

Mrs. Mirbegian moved, Mr. Lieberman seconded to approve the April 17, 2012 Agenda.

Motion approved by unanimous vote of those present.

APPROVAL OF MINUTES:

Mrs. Mirbegian moved, Mr. Lieberman seconded to approve the March 20, 2012 board meeting minutes.

Motion approved by unanimous vote of those present.

Mrs. Mirbegian moved, Mr. Freeman seconded to approve the March 24, 2012 board meeting minutes.

Motion approved by unanimous vote of those present.

Mr. Lieberman moved, Mrs. Mirbegian seconded to approve the March 28, 2012 board meeting minutes.

Motion approved by unanimous vote of those present.

Mr. Freeman moved, Mrs. Mirbegian seconded to approve the April 5, 2012 board meeting minutes.

Motion approved by unanimous vote of those present.

APPROVAL OF WARRANTS:

Mrs. Mirbegian moved, Mr. Lieberman seconded to ratify payment of warrants #029686 - #029797 (including voided warrants and direct deposits) for a period ending March 31, 2012.

The total amount of warrants was \$240,153.71.

Motion approved by unanimous vote of those present.

COMMITTEE REPORTS:

A. Finance Committee Report

There was no report.

B. Security and Disaster Preparedness Program Committee Report

There was no report.

C. Personnel Committee

There was no report.

D. Lake Water Use Agreement Review Ad Hoc Committee

Mrs. Herndon reported on the joint meeting with Hidden Valley Lake Association representatives Bill Chapman and Bill Waite. The committee had no changes to the current Lake Water Use Agreement. Mr. Chapman addressed the issue with Canada geese, the lake's weed abatement program and 4<sup>th</sup> of July celebration.

Mr. Freeman moved, Mr. Lieberman seconded to accept the Lake Water Use Agreement Review Ad Hoc Committee report.

Motion approved by unanimous vote of those present.

STAFF REPORTS:

A. Accountant/Controller's Finance and Investment Report

Tasha Klewe presented the March 31, 2012 Financial and Investment Reports. She also explained the pie charts showing distribution of the District's fund accounts. The March 31, 2012 Revenue and Expense Report indicates the District's revenue estimate is under approximately 3.16% and the expenses are under budget approximately 3.72%.

Mr. Lieberman moved, Mr. Freeman seconded to accept the March 31, 2012 Financial and Investment Reports.

Motion approved by unanimous vote of those present.

B. General Manager's Report

Tasha Klewe reported on communications and water industry issues.

Mr. Freeman moved, Mr. Lieberman seconded to accept the General Manager's report.

Motion approved by unanimous vote of those present.

BOARD DISCUSSION:

A. Director Effectiveness

Mrs. Herndon shared information learned from CSDA's Leadership Academy.

UNFINISHED BUSINESS:

A. Update Regarding the Solar Project

1) Discussion and Possible Approval of Final Pay Request for Real Goods Solar, Inc.

After discussion, Mrs. Mirbegian moved, Mr. Lieberman seconded to approve Real Goods Solar, Inc final pay request for the amount of \$76,727.07.

Motion approved by unanimous vote of those present.

B. Discussion and Possible Approval to Implement a Succession Plan

Mrs. Herndon reported the Succession Plan has been evolving to hire a new General Manager and Bob Murray and Associates will give a presentation on their recruiting firm on May 1, 2012 at 6:30 p.m.

No action was taken.

NEW BUSINESS:

A. Public Hearing:

1) Discussion and Possible Approval of an Ordinance Amending Capital Facilities Fees of the Hidden Valley Lake Community Services District

Mrs. Herndon opened the hearing at 8:08 p.m.

After discussion, Mr. Lieberman moved, Mrs. Mirbegian seconded to approve to approve Ordinance #52, an Ordinance Amending Capital Facilities Fees of the Hidden Valley Lake Community Services District.

Ordinance approved by unanimous vote of those present.

2) Property Liens G.C. Section 61115

Mrs. Herndon continued with the hearing being opened to hear any concerns regarding the proposed property liens.

Mrs. Herndon closed the hearing at 8:12 p.m.

B. Discussion and Possible Approval of a Resolution Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to file a Lien on Said Properties

After discussion, Mrs. Mirbegian moved, Mr. Lieberman seconded to approve Resolution 2012-05, a Resolution Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to file a Lien on Said Properties.

Resolution approved by unanimous vote.

NEW BUSINESS: Cont'd

C. Discussion and Possible Approval to Proceed with Water Rights Permit Process

After review of the April 9, 2012 memorandum from Paula Whealen, with Wagner & Bonsignore, Mrs. Mirbegian moved, Mr. Freeman seconded to approve Option #3 to file a Petition with the State Water Resources Control Board to request that Permit 20770B be split into two Permits:

- File a request for License on Permit 20770B to License (cap) the right for the additional amount of water perfected through December 31, 2011; and
- File a Petition for the Extension of Time on the "new" Permit 20770C, to request additional time in which to make full beneficial use of the amount of water remaining under the original Permit 20770B.

Motion approved by unanimous vote of those present.

D. Discussion and Possible Approval of a Recognition Proclamation

After discussion, Mrs. Mirbegian moved, Mr. Lieberman seconded to approve a Recognition Proclamation to be presented to GHD for the development of the Photovoltaic Energy Sustainability Project.

Motion approved by unanimous vote of those present.

E. Discussion and Possible Approval of a Water Awareness Proclamation

After discussion, Mrs. Mirbegian moved, Mr. Freeman seconded to approve the Water Awareness Proclamation.

Motion approved by unanimous vote of those present.

F. Discussion and Possible Approval to Purchase a Boardroom Table

This item was tabled to the May board meeting.

G. Discussion and Possible Approval to Purchase Office Equipment

Tami Ipsen presented a cost estimate to replace office equipment.

After discussion, Mrs. Mirbegian moved, Mr. Freeman seconded to approve to purchase office equipment up to \$7,000.

Motion approved by unanimous vote of those present.

H. Discussion Regarding Paperless Board Packets

This item was tabled to the May board meeting.

I. Discussion and Possible Approval to Reschedule the May 15, 2012 Board Meeting

After discussion, Mr. Freeman moved, Mrs. Mirbegian seconded to move the May 15, 2012 board meeting to May 22, 2012.

Motion approved by unanimous vote of those present.

ORAL COMMUNICATIONS:

Property owner complimented the Board of Directors in being an effective and well functioning board.

ADJOURNMENT:

The meeting was adjourned at 8:35 p.m. on motion by Mr. Freeman, seconded by Mr. Lieberman, and unanimously carried by those present.

Linda Herndon 5/23/12  
Linda Herndon Date  
President of the Board

Tami Ipsen 5/23/12  
Tami Ipsen Date  
Secretary to the Board